



# PURCHASE ORDER

**PO Number: 303-2-0117**

*Requisition Number: 303-2-00239*

**Order Date: 9/14/2021**

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

## Delivery Location

Surplus Property, Ft. Worth  
2826 N. Beach St.  
Ft. Worth, TX 76111

**Show numbers on all papers and packages**

## Referenced Source or Vendor

1952819506801  
KYOCERA DOCUMENT SOLUTIONS AMERICA, INC.  
225 Sand Road  
Fairfield, NJ 07004  
Tim Blount  
Phone: 713-725-6172, Fax:  
tim.blount@da.kyocera.com

Black and White Multifunction Copier for FSP-FTW Location

Contract Terms and Conditions as per TX DIR Contract – DIR CPO 4428.

## Description

Pricing as per attached quote dated 08/18/2021.

TFC Contact:  
Margaret Cason  
margaret.cason@tfc.texas.gov  
817-831-6767

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
ECOSYS M2540dw MFP PF-1100 Paper Tray Stand Surge Protector-MX(15A) (Copy/Print/Scan/Fax)	48	Month	\$25.86	11/1/2021	10/31/2025	\$1,241.28

**NIGP Class: 985**

**NIGP Item: 26**

**Object Class:** 406**Reimbursement Type:** Not Reimbursable**Notes:** Copier Refresh - This copier replaces ECOSYS M2540dw,  
PO 303-8-0007

Copies which exceed 650 will be billed at \$0.0176 per copy

Overages will vary month to month.

**NIGP Class:** 985

48 Month \$11.44 11/1/2021 10/31/2025 \$549.12

**NIGP Item:** 26**Object Class:** 406**Reimbursement Type:** Not Reimbursable**Notes:** Copies over minimum are: \$0.0176 per copy.**Grand Total \$1,790.40**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2022
<b>Division</b>	Executive
<b>Program</b>	Surplus Property - Federal/State
<b>Phone</b>	8178316767
<b>Org Code</b>	0319 - F S P Fort Worth
<b>Type of Purchase/PCC Code</b>	'I' DIR Contract Non-Bulk Purchase
<b>Work Order Number</b>	n/a

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

**Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_

Sastry, Archana - CTCM, CTPM, 5124632743

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)